

RECLAMATION

Managing Water in the West

Funding Opportunity Announcement No. R11SF80307

Reclamation Rural Water Supply Program



U.S. Department of the Interior
Bureau of Reclamation
Policy and Administration
Denver, Colorado

December 2010

MIS S I O N S T A T E M E N T S

The mission of the Department of the Interior is to protect and provide access to our Nation's natural and cultural heritage and honor our trust responsibilities to Indian tribes and our commitments to island communities.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

COVER PHOTO

The Navajo Nation received a Rural Water Supply Program award in fiscal year 2010 to complete an appraisal study of alternatives for a regional water system that will supply tribal communities from Halchita, Utah, to Kayenta, Arizona. The photograph shows an existing intake structure and water treatment plant located on the San Juan River near the Town of Mexican Hat, Utah.

Acronyms and Abbreviations

Act	Reclamation Rural Water Supply Act, P.L. 109-451
AOR	Authorized Organization Representatives
ARC	Application Review Committee
CCR	Central Contractor Registration
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
D&S	Directives and Standards
DUNS	Data Universal Number System
E-Biz POC	E-Business Point of Contact
EIN	Employer Identification Number
FOA	Funding Opportunity Announcement
FY	fiscal year
IRS	Internal Revenue Service
NEPA	National Environmental Policy Act
OMB	Office of Management and Budget
program	Rural Water Program
Reclamation	Bureau of Reclamation
Rule	Reclamation Rural Water Supply Program interim final rule
TIN	Taxpayer Identification Number

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Synopsis

Federal Agency Name:	Department of the Interior, Bureau of Reclamation (Reclamation)
Funding Opportunity Title:	Reclamation Rural Water Supply Program
Announcement Type:	Funding Opportunity Announcement (FOA)
Funding Opportunity Number:	R11SF80307
Catalog of Federal Domestic Assistance (CFDA) Number:	15.506
Due Date: (See FOA Sec. IV.A)	January 31, 2011, 4:00 p.m. Mountain Standard Time
Eligible Applicants: (See FOA Sec. III.A)	Eligible applicants include: states and political subdivisions of states, such as departments, agencies, municipalities, counties, and other regional or local authorities; Indian tribes and tribal organizations; and entities created under state law that have water management or water delivery authority, such as irrigation or water districts, canal companies, water users associations, rural water associations or districts, joint powers authorities, and other qualifying entities; and any combination of the entities listed above. Applicants must be located in the 17 Western States as identified in the Reclamation Act of June 17, 1902, as amended.
Recipient Cost Share: (See FOA Sec. III.E)	Appraisal Investigations: 50 percent of all costs that exceed \$200,000 Feasibility Studies: 50 percent of all costs. The non-Federal cost share amount may be reduced if a determination of financial hardship is made in accordance with Code of Federal Regulations (CFR) 43 CFR §§ 404.6 and 404.7.
Estimated Federal Funding Amount: (See FOA Sec. II.B)	Varies
Estimated Number of Agreements to be Awarded: (See FOA Sec. II.B)	6 to 10
Total Amount of Funding Available for Award: (See FOA Sec. II.A)	To be determined

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Section I. Funding Opportunity Announcement Description

I.A. Background and Authority

Title I of the Reclamation Rural Water Supply Act, P.L. 109-451 (Act), authorized the Secretary of the Interior, through the Bureau of Reclamation, to establish a program to work with small communities in rural areas on a cost-shared basis throughout the Reclamation states to assess their potable water supply needs and to identify options to address those needs. The Reclamation states include Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, and Wyoming. To achieve this objective, Reclamation will work with these communities to investigate opportunities to ensure safe and adequate rural water supply projects for domestic, municipal, and industrial use; plan the design and construction of rural water supply projects through the conduct of appraisal investigations and feasibility studies; and oversee, as appropriate, the construction of rural water supply projects that are recommended for construction by Reclamation in a feasibility report developed under the Rural Water Supply Program (program), and subsequently authorized by Congress.

Under the Act, a rural water supply project means a project that is designed to provide domestic, industrial, municipal, or residential water to a small community or group of small communities, including Indian tribes and tribal organizations. For the purpose of the Rural Water Supply Program, a small community is defined as having a population of no more than 50,000 people. More than one small community may be served by a rural water project if each small community has a population of 50,000 or less. Rural water projects may not include commercial irrigation or major impoundment structures.

The Reclamation Rural Water Supply Program interim final rule, 43 CFR Part 404, is included as an appendix to the Reclamation Manual Directives and Standards (D&S), CMP TRMR-31, *Reclamation Rural Water Supply Program*, found on Reclamation's website at: <<http://www.usbr.gov/recman/temporaryreleases.html>>.

Although not included in the scope of this Funding Opportunity Announcement (FOA), the program also provides for the review of independently conducted appraisal investigations and feasibility studies. See Section I.B.2 for information on obtaining a review.

I.B. Objectives of this FOA

Under this FOA, assistance is available for **appraisal investigations** and **feasibility studies**.

An **appraisal investigation** is an analysis of domestic, municipal, industrial, and residential water supply problems, needs, and opportunities primarily using existing data and includes a preliminary assessment of alternatives to determine if there is at least one viable alternative that warrants a subsequent feasibility study. An appraisal report that recommends proceeding to a feasibility study is necessary to initiate a congressionally authorized feasibility study. Applicants proposing to conduct an appraisal investigation are required to submit a statement of interest with their application.

A **feasibility study** is a detailed evaluation of the technical and financial feasibility and economic justification of a reasonable range of alternatives based on detailed investigations requiring the acquisition of primary data, including an assessment of its environmental impacts as required by the National Environmental Protection Act (NEPA). A feasibility report that recommends proceeding with implementation of the recommended alternative is necessary to request congressional authorization of and appropriations for implementing a project or plan. Applicants proposing to conduct a feasibility study are encouraged, but not required, to submit a statement of interest.

As explained in Table 1 and further in Sections IV and V, each type of assistance available under the program has different application requirements. Applications for assistance through a grant, cooperative agreement, or memorandum of agreement will be evaluated using a two-step evaluation process.

Table 1. Requirements for requesting program assistance

Request for	Evaluation Step 1		Evaluation Step 2
	Application required	Statement of interest required	Full proposal required
Appraisal Investigation (Grant, Cooperative Agreement, or MOA)	YES	YES See Section IV	YES, if selected. See Section IV.A.4
Feasibility Study (Grant, Cooperative Agreement, or MOA)	YES	NO	YES, if selected. See Section IV.A.4
Review of Independently Conducted Investigation or Study	No response to this FOA is required. Contact a regional coordinator for assistance. < http://www.usbr.gov/ruralwater/contacts.html >		

I.B.1. Assistance Available through this Funding Opportunity Announcement

Eligible entities may request that Reclamation complete the appraisal investigation or feasibility study through a memorandum of agreement, or may apply for award of a grant or cooperative agreement from Reclamation. A grant or

cooperative agreement would enable eligible entities to complete an appraisal investigation or feasibility study, with or without a contractor, in cooperation with Reclamation. In the case of a cooperative agreement, there will be substantial involvement in the project on the part of Reclamation.

I.B.2. Review Requests through the Program

Eligible entities can also participate by submitting for review and possible inclusion in the program an appraisal investigation or feasibility study prepared without any previous financial or technical support from Reclamation. This option does not require submitting a statement of interest or a proposal because Reclamation does not provide technical or financial assistance. This option does, however, provide eligible entities the opportunity to have Reclamation review the previously completed appraisal investigation or feasibility study and, once determined to be complete and technically adequate, prepare an appraisal report or feasibility report, as applicable, on behalf of the entity. Contact your regional representative for additional information on submitting an independent investigation or study for review.

I.B.3. Assistance Not Available through the Program

While the Act provides Reclamation the authority to undertake appraisal investigations and feasibility studies, it does not provide authority to undertake the construction of water delivery facilities recommended for development under the program. These types of projects require a specific Act of Congress.

I.B.4. Significant Changes from Last Year

As a result of feedback received from applicants on last year's FOA, Reclamation made several changes to improve and simplify the application process:

- Definitions of the eligibility and prioritization criteria have been expanded and clarified.
- Instructions for preparing and submitting a full proposal are not included in this FOA, but they are available on the Rural Water Supply Program website at < www.usbr.gov/ruralwater >. These full proposal instructions will be provided to applicants selected from among the submissions received in response to this FOA. However, applicants are encouraged to preview the requirements for a full proposal before applying for this FOA. All selected applicants will be required to submit a full proposal.
- Selected applicants will be provided an opportunity to work with Reclamation staff during the development of the full proposal.

I.B.5. Program Contacts

For any questions regarding the application process:

Grants Officer

Michelle Maher, 303-445-2025, mmaher@usbr.gov

For any questions regarding the Rural Water Supply Program:

Program Manager

Chris Perry, 303-445-2887, cperry@usbr.gov

Regional Coordinators (*use Figure 1 to determine your regional office*)

Lower Colorado Region

Bob Michaels, 623-773-6270, rmichaels@usbr.gov

Upper Colorado Region

Jonne Hower, 801-524-3634, <mailto:jhower@usbr.gov>

Great Plains Region

Kip Gjerde, 406-247-7750, jgjerde@usbr.gov

Pacific Northwest Region

Gail McGarry, 208-378-5306, emcgarry@usbr.gov

Mid-Pacific Region

David Lewis, 916-978-5071, dlewis@usbr.gov



Figure 1. Map of Reclamation Regions

Section II. Award Information

II.A. Total Funding

The President's Fiscal Year (FY) 2011 budget request included \$2.7 million for the Rural Water Supply Program. The amount of funding available for award will be determined once final FY 2011 appropriations are approved. This FOA will be cancelled if FY 2011 appropriations are insufficient to support new awards. Applications submitted under this FOA may also be considered if other funding becomes available in FY 2011 or subsequently. Please refer to <http://www.usbr.gov/ruralwater> for updated funding information.

II.B. Funding Limitations

The number of awards made and the amount awarded for each category will be based on the quality of the proposals received and congressional funding available. Although there is a goal of six to ten investigations and studies, this number may be increased or decreased, depending on the amount of funding requested by each applicant.

Due to current program funding limitations, Reclamation may be able to only fund the first year of each new investigation or study. Additional funding in subsequent years will be contingent on available congressional funding.

See Section III.E. for cost-share requirements.

II.C. Reclamation Responsibilities

Grants or cooperative agreements may be awarded to fund selected applicants' appraisal investigations and feasibility studies. Reclamation may also conduct the investigation or study on behalf of or in cooperation with the selected applicant through a memorandum of agreement.

If a grant or cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the investigation or study. Substantial involvement by Reclamation will include:

- **Collaboration and participation** with the recipient in the management of the project and close oversight of the recipient's activities to ensure that the program objectives are being achieved.

- **Oversight** that will, at a minimum, include a completeness review, a technical adequacy review, and the preparation of a recommendation report. Oversight may also include additional interim reviews. **The costs of Reclamation's reviews and report preparation must be included in your budget request.**

II.D. Award Date

It is expected that applicants will be notified of the results of the initial application review in March 2011. Selected applicants will be invited to submit a full proposal for an appraisal investigation or feasibility study. Additional instructions regarding the content of full proposals will be provided with the notification letter.

It is expected that the results of the proposal evaluations and the names of potential award recipients will be announced in June 2011. Approximately one to two months after the initial announcement, assistance agreements will be awarded to applicants that successfully pass all pre-award reviews and clearances.

Section III. Eligibility Information

III.A. Eligible Applicants

Eligible applicants include: states and political subdivisions of states (e.g., departments, agencies, municipalities, counties, and other regional or local authorities); Indian tribes and tribal organizations; and entities created under state law that have water management or water delivery authority, such as irrigation or water districts, canal companies, water users associations, rural water associations or districts, joint powers authorities, and other qualifying entities; and any combination of the entities listed above, which collectively are referred to as the non-Federal project sponsor.

To be eligible for consideration under the program, a project must be designed to serve a small community of less than 50,000 inhabitants (according to the most recent available U.S. Census Bureau data), or a group of small communities, located in one or more of the 17 Western States as identified in the Reclamation Act of June 17, 1902, as amended and supplemented; specifically, Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, and Wyoming.

While each small community must have less than 50,000 inhabitants, there is no limit on the number of small communities that may be served by an eligible rural water project. Eligible communities include Indian tribes and tribal organizations, dispersed home sites, and rural areas with domestic, municipal, and industrial water needs.

Eligible entities may propose that an otherwise eligible rural water supply project also serve one town or community with a population exceeding 50,000 inhabitants. As part of the proposal review process, Reclamation will determine if the eligible entity's proposal adequately demonstrates that the involvement of the larger town or community is critical to the proposed project or substantially contributes to the financial viability of the proposed project. Such a community could be expected to bear a greater share of the planning, design, and construction costs than other project sponsors, consistent with their capability to pay and the benefits they derive from the project.

III.B. Projects Eligible for Investigation or Study

Rural water appraisal investigations and feasibility studies include analyses of alternatives formulated to meet the identified rural water supply needs of a community or group of communities. The formulation of alternatives for a rural water investigation or study must include the types of projects that would be eligible for construction assistance if authorized by Congress.

Eligible projects include several types of infrastructure and facilities:

- (1) Pumps, pipes, wells, surface water intakes and other diversion, transmission, or distribution systems
- (2) Storage tanks and small impoundments
- (3) Water treatment facilities for potable water supplies, including desalination facilities
- (4) Buildings necessary to house equipment and serve as a center for operations
- (5) Power transmission and related facilities required for the rural water supply project
- (6) Equipment and management tools for water conservation, groundwater recovery, and water reuse and recycling
- (7) Associated features to mitigate adverse environmental consequences of a project
- (8) Appurtenances

Routine operations, maintenance, and replacement needs of existing distribution systems may be considered as part of a larger or more comprehensive water supply investigation or study.

III.C. Projects Ineligible for Investigation or Study

Although the formulation of alternatives is not limited to the eligible projects included in Section III.B., above, a rural water supply investigation or study may not include projects that include any infrastructure or facilities that would deliver water for commercial irrigation or the construction of major impoundment structures.

III.D. Length of Investigations and Studies

Appraisal investigations shall be completed within two years of the date of award. The time required to complete a feasibility study will be determined and agreed to by Reclamation and the project sponsor(s) based on the size, complexity, and total cost of the proposed project.

III.E. Cost-Sharing or Matching

In accordance with the interim final rule, 43 CFR Part 404, found in Appendix A of the Reclamation Manual Directive and Standard, CMP TRMR-31, *Reclamation Rural Water Supply Program* <http://www.usbr.gov/recman/temporary_releases/cmptmr-31-AppA.pdf>, investigations and studies will be cost-shared by Reclamation and the project sponsor(s). The costs to be shared will include Reclamation's costs to review the investigation or study and prepare a recommendation report.

Reclamation will fund 100 percent of an appraisal investigation up to \$200,000 and 50 percent of costs above \$200,000. Reclamation and the non-Federal entity(ies) will each fund 50 percent of the costs to conduct a feasibility study. Reclamation may reduce the non-Federal cost-share if there is an overwhelming Federal interest in conducting the proposed investigation or study and the applicant has demonstrated financial hardship. Reclamation will consult with other Federal agencies that are partners in the investigation or study before determining whether the non-Federal cost-share should be reduced. The procedures for calculating the adjusted cost-share based on financial hardship is included as an appendix to the Reclamation Manual Directive and Standard CMP TRMR-31, *Reclamation Rural Water Supply Program*, found on Reclamation's website at: <http://www.usbr.gov/recman/temporary_releases/cmptmr-31-AppB.pdf>.

III.E.1. In-Kind Contributions

In-kind contributions constitute the value of noncash contributions that benefit a federally assisted project. These contributions may be in the form of real property, equipment, supplies and other expendable property, as well as the value of goods and services directly benefiting and specifically identifiable to the project or program. The cost or value of in-kind contributions that have been or will be relied on to satisfy a cost-sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds may not be relied on to satisfy the cost-share requirement for Rural Water Supply Program grant applications.

III.E.2. Pre-Award Costs

Project costs incurred prior to the date of award but after October 28, 2009, may be submitted for consideration as an allowable portion of the recipient's cost share

for the project. Pre-award costs will not be considered for previous recipients of awards under this program.

Reclamation will provide additional information regarding allowable pre-award costs and applicable requirements to applicants whose proposed investigation or study is chosen by the Application Review Committee (ARC) for further consideration.

Section IV. Application and Submission Information

IV.A. Instructions for Submission of Application

Each applicant shall submit an application in accordance with the instructions contained in this section.

- Applications may be submitted electronically via Grants.gov or in hard copy.
- Applications may be submitted by mail or express delivery to the address listed in Section IV.C. If you submit a hard copy, you must also submit a CD of the response to this FOA, containing all required documents in Microsoft Office or compatible format.
- Application documents will not be accepted by fax or email.
- Submissions must include an **original and one copy** of all application documents. Each document should be clearly identified as the “ORIGINAL” or as a “COPY.”
- Please do not use “comb,” “spiral,” or adhesive methods to bind the documents.
- Materials arriving separately will not be included in the application package and may result in the application being rejected or not funded.
- Do not include company literature/brochures with the application. All pertinent information must be included in the application package.
- Electronic applications can be submitted through Grants.gov at <http://www.grants.gov>.
 - Please note that submission of an application electronically requires prior registration through Grants.gov, which may take 7-28 days. See Section VIII.B. for further information on submission of applications through Grants.gov.
 - Applicants have sometimes experienced significant delays when attempting to submit applications through Grants.gov. If you plan to submit your application through Grants.gov, you are encouraged to submit

your application several days prior to the application deadline. If you are a properly registered Grants.gov applicant and encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help desk to obtain a “Case Number.” This Number will provide evidence of your attempt to submit an application prior to the submission deadline.

Regardless of the delivery method used, you must ensure that your proposal arrives by the date and time deadline stated in Section IV.B. Late applications will not be accepted unless it is determined that the delay was caused by Federal government mishandling or by a problem with the Grants.gov application system.

IV.A.1. Application Format and Length

All applicants must submit a cover letter and form SF-424 Core Form—Application for Federal Assistance. *Note:* Only one non-Federal entity may be named as the applicant organization. If you are not submitting your application electronically through Grants.gov, the SF-424 form may be obtained at http://www.grants.gov/agencies/aapproved_standard_forms.jsp#1.

Applications for appraisal investigations must also include a statement of interest which will be used to determine if the applicant and the proposed investigation meet the eligibility criteria and the prioritization criteria. The statement of interest should specifically address the applicable eligibility and prioritization criteria. If the eligibility criteria and the prioritization criteria are met, you will be asked to submit a full proposal.

Applicants applying for feasibility study funding are encouraged, but not required, to submit a statement of interest.

IV.A.2. Application Content for Appraisal Investigations

Applications must include the following elements in order to be considered complete:

- SF-424 Core Form—Application for Federal Assistance
http://www.grants.gov/agencies/aapproved_standard_forms.jsp
Note: Only one non-Federal entity may be named as the applicant.
- Cover letter
- Statement of interest (required for appraisal investigation applications only)

IV.A.2.a. Cover Letter Content

The cover letter should be no more than two (2) pages in length and should include the type of assistance being requested through this program and the type of study to be conducted (i.e., grant, cooperative agreement, or memorandum of agreement to conduct an appraisal investigation)..

If desired, you may provide an optional secondary contact for technical and routine clarification questions in the cover letter. The secondary contact may be a consultant or other representative of the applicant. Notification letters and official correspondence will be addressed to the Authorized Representative named on SF-424 Core Form.

IV.A.2.b. Statement of Interest Content

The statement of interest should be written in narrative format and be no more than **six (6)** pages in length, including one (1) full-page map of the project area, and should include the following information:

1. A description of the area(s) to be served by the proposed rural water supply project, including:
 - a. Geographical scope
 - b. Demographics
 - c. Existing rural water supply infrastructure, if any
2. A general description of the problems, needs, and opportunities that the appraisal investigation or feasibility study is being formulated to address, supported by data or documentation where appropriate. The information provided must address each of the prioritization review criteria described in Section V.A.
3. A general description of project alternatives that may be considered in the investigation, including:
 - a. Water supply management alternatives (e.g., types of infrastructure or facilities to deliver new water supplies), if known
 - b. Water demand management alternatives (e.g., water conservation and other approaches to reduce water consumption), if known
 - c. Existing and potential sources of water supply
4. A general description of any prior studies on the problems, needs, and water management alternatives at issue

The six-page limit does not include required SF-424 Core Form—Application for Federal Assistance

IV.A.3. Application Content for Feasibility Studies

IV.A.3.a. Required Elements

Applications must include the following elements in order to be considered complete:

1. SF-424 Core Form – Application for Federal Assistance

2. Cover letter. The cover letter should be no more than two (2) pages in length and should include the type of assistance being requested through this program and the type of study to be conducted (i.e., grant, cooperative agreement, or memorandum of agreement to conduct a feasibility study).
3. The title of the approved appraisal report that recommends proceeding to feasibility study and the date Reclamation approved or is anticipated to approve the appraisal report and recommendation. **Feasibility study proposals will not be eligible for an award of FY 2011 feasibility study funding if the required appraisal report is not approved by the proposal due date.**

IV.A.3.b. Optional Elements

1. If desired, you may provide a secondary contact for technical and routine clarification questions in your cover letter. The secondary contact may be a consultant or other representative of the applicant. Notification letters and official correspondence will be addressed to the Authorized Representative named on SF-424.
2. Applicants proposing to conduct a feasibility study are encouraged, but not required, to submit a statement of interest. The statement of interest for a feasibility study should be no more than six (6) pages in length and should include the same content as the statement of interest for the appraisal study (described in Section IV.A.2.b). The six-page limit does not include the required elements listed in Section IV.A.3.a.

IV.A.4. Full Proposal Requirements

As further explained in Section V.B, if a proposed investigation or study is selected for further consideration, Reclamation will notify the Applicant in writing that they are eligible to develop a full proposal. The additional instructions for full proposals are not included in this FOA, but may be found at www.usbr.gov/ruralwater, and will be included as an attachment to the selection notification letter. .

IV.B. Application Submission Date and Time

Applications are due **January 31, 2011, 4:00 p.m. Mountain Standard Time.**

Submittals received after the application deadline will not be considered unless it can be determined that the delay was caused by Federal government mishandling or by the grants.gov application system.

IV.C. Application Delivery Instructions

Applications may be submitted electronically through <<http://www.grants.gov>> or hard copies may be submitted as follows:

Mail:

Bureau of Reclamation
Acquisition Operations Group
Attn: Michelle Maher
Mail Code: 84-27810
P.O. Box 25007
Denver CO 80225

Express delivery/mail services:

Bureau of Reclamation
Attn: Michelle Maher, Mail Code: 84-27810
Denver Federal Center, Bldg. 67 Rm. 152
6th Avenue and Kipling Street
Denver CO 80225

Phone: 303-445-2025

IV.D. Address to Request Application Package

This document contains all information, forms, and electronic addresses required to obtain the information required for submission of an application.

If you are unable to access this information electronically, you can request paper copies of any of the documents referenced in this FOA by contacting:

By mail:

Bureau of Reclamation
Acquisition Operations Group
Attn: Michelle Maher
Mail Code: 84-27810
P.O. Box 25007
Denver CO 80225

E-mail: mail to: mmaher@usbr.gov

Phone: 303-445-2025

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Section V. Application Review Information

V.A. Review and Prioritization Criteria

Reclamation will apply the following program eligibility requirements and prioritization criteria to determine whether a proposed rural water supply project is eligible for further consideration through a full proposal. The eligibility criteria are provided in Section III.A of this FOA. The prioritization criteria are provided in this subsection.

V.A.1. Urgent and Compelling Need

The extent to which the proposal demonstrates an urgent and compelling need for a rural water supply project, primarily for domestic, residential, and municipal uses, due to present or projected future:

- Shortages of water supply, and/or
- Violations of drinking water standards, and/or
- Inadequacies in the infrastructure available to distribute water for domestic, residential, and municipal uses in sufficient quantities and pressures to protect public health and safety

Proposals for investigations or studies that address immediate and urgent needs will receive higher priority consideration on this criterion than proposals to address future needs.

Violations of national primary drinking standards will receive higher priority consideration on this criterion than increased levels of secondary or unregulated contaminants. The national primary drinking water standards, lists of contaminants, and maximum contaminant levels can be found at <http://water.epa.gov/drink/contaminants/index.cfm>.

While water supply for industrial uses, including commercial livestock operations, are allowable under the program, study proposals for investigations of projects designed to provide a substantial amount of industrial use water will receive lower priority consideration on this criterion than proposals for investigations of projects that will provide water primarily for domestic, residential, and municipal uses.

Routine operations, maintenance, and replacement needs of existing distribution systems may be considered as part of a larger or more comprehensive water supply investigation or study.

V.A.2. Regional or Watershed Perspective

The extent to which the proposal demonstrates that the rural water supply investigation or study will incorporate a regional or watershed perspective, as defined in §404.2 of the Rule, in examining future water supply needs and solutions to those needs which take advantage of economies of scale to meet the needs of a geographically dispersed community or group of communities.

Some examples of demonstrating regional or watershed perspective include: a regional system that addresses the needs of several communities spread out over a large geographic region, a regional system for communities connected by land and water resources, systems that address conjunctive use issues, and systems that may serve one community, but positively impact the resources of other communities.

V.A.3. Indian Tribes or Tribal Organizations

The extent to which the proposal demonstrates that an investigation or study will address the rural water supply needs of federally recognized Indian tribes or tribal organizations.¹

To satisfy this criterion, an applicant must be a tribal entity or be partnered with a tribal entity. Non-tribal applicants must include a signed partnering agreement or tribal resolution as part of the proposal.

V.A.4. Financial Need

The extent to which the proposal demonstrates that project sponsors need financial assistance with the planning of a rural water supply project as demonstrated by comparison of the median household income, poverty level, and unemployment rate to state and national averages.

The measure of poverty may be based on the percentage of the study area population with income over the past 12 months below the poverty level as provided by the U.S Census Bureau <<http://www.census.gov/>> or by the Department of Health and Human Services. The required poverty level information is included in the “Economic Characteristics” section of the Census Bureau fact sheet for each available municipality, tribe, or regional area.

Other readily available local and regional economic indicators may be included to demonstrate financial need. If economic indicators other than median household income, poverty level, and unemployment rate are submitted, please include a short description of the indicators used and state how they demonstrate the need for financial assistance.

¹ See 43 USC 2401 and 43 CFR 404.2 for definition of Indian tribe and tribal organization.

V.A.5. Programmatic Overlap

Whether the proposal demonstrates that the investigation or study will avoid programmatic overlap with other Federal programs because those programs could not fund all components of the planning and construction of the entire rural water supply project to be investigated.

This criterion may be met by identifying other Federal programs that have been considered, such as those administered by U.S. Department of Agriculture Rural Utilities Service and Rural House and Community Development Service, Department of Housing and Urban Development, Environmental Protection Agency, Economic Development Administration, Department of Health and Human Services Indian Health Services, U.S. Army Corps of Engineers, and Bureau of Indian Affairs. The rural water website and supplemental full proposal instructions packet will include a list of other Federal rural water programs with brief details for each.

V.B. Review and Selection Process

The ARC will review applications received by the due date to determine if a full proposal should be prepared for subsequent review and scoring. If a proposed investigation or study is chosen by the ARC for further consideration, Reclamation will notify the Applicant in writing that they are eligible to develop a full proposal.

The letter of notification will include additional detail regarding the required full proposal content and will provide the name of a Reclamation employee who will be available to provide limited technical assistance and respond to questions regarding the preparation of the full proposal. The additional instructions for full proposals are not included in this FOA, but may be found at www.usbr.gov/ruralwater.

If the proposed project is not chosen for further consideration under this FOA, Reclamation will notify you in writing of that outcome.

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Section VI. Agency Contacts

There will be no pre-application conference. Organizations or individuals interested in submitting applications in response to this FOA may *direct questions to Reclamation in writing*. Questions may be submitted to the attention of Michelle Maher, GO, as follows:

By mail:

Bureau of Reclamation
Acquisition Operations Group
Attn: Michelle Maher
Mail Code: 84-27810
P.O. Box 25007
Denver CO 80225

Overnight delivery:

Bureau of Reclamation
Attn: Michelle Maher
Mail Code: 84-27810
Denver Federal Center, Bldg. 67 Rm. 152
6th Avenue and Kipling Street
Denver CO 80225

By e-mail:

mmaher@usbr.gov

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Section VII. Other Information

VII.A. General Provisions

The General Provisions applicable to this agreement are available at: <http://www.usbr.gov/mso/aamd/doing-business-financial-assistance.html>. The General Provisions are included within the Standard Document Templates shown on that page. Please review the appropriate recipient and project type template document applicable to your application.

Applicants are advised to review 43 CFR 12 for further guidance relating to the administration of an anticipated agreement beyond the point of award.

VII.B. Electronic Application

NOTE: Some applicants have experienced difficulties when attempting to submit their applications electronically through Grants.gov. If you encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help Desk to obtain a “Case Number.” This will provide evidence of your attempt to submit an application prior to the submission deadline.

VII.B.1. Applying for Funds Online at Grants.gov

Reclamation participates in the Grants.gov initiative that provides the grant community with a single website to find and apply for grant funding opportunities. Reclamation encourages applicants to submit their applications for funding electronically through http://www.grants.gov/applicants/apply_for_grants.jsp. Applicant resource documents, and a full set of instructions for registering with Grants.gov and completing and submitting applications online are available at: <http://www.grants.gov/applicants/resources.jsp>.

If you need assistance with Grants.gov, the Contact Center is open 24 hours a day, 7 days a week. You may reach the Grants.gov Contact Center by email at support@grants.gov or by calling 1-800-518-4726.

The following checklist is provided to give you a summary of the steps that are required to register with Grants.gov. **This registration process must be completed prior to submitting an electronic application through Grants.gov.**

Additionally, see Step 2 below for completing the annual Central Contractor Registration (CCR) renewal process.

VII.B.2. Registering to Use Grants.gov (1-4 week process)

Note: (The following checklist information is available electronically at http://www.grants.gov/assets/Organization_Steps_Complete_Registration.pdf.)

The registration is a **one-time** process, which is **required** before representatives of an organization can submit grant application packages electronically through Grants.gov. **The registration process can take three to five business days or one to three weeks**—depending on your organization and if all steps are met in a timely manner. The checklist in Table 2 provides registration guidance for a company, academic or research institution, State, local or tribal government, not-for-profit, or other type of organization.

Table 2. Checklist for registering your organization in Grants.gov

√ Step	Actions to take	Purpose	Time required
1: Obtain Data Universal Number System (DUNS) Number	<p>Has my organization identified its DUNS number?</p> <p>Ask the grant administrator, chief financial officer, or authorizing official of your organization to identify your DUNS number.</p> <p>If your organization does not know its DUNS number or needs to register for one, visit Dun & Bradstreet at http://fedgov.dnb.com/webform/displayHomePage.do</p>	<p>The Federal government has adopted the use of DUNS numbers to track how Federal grant money is allocated. DUNS numbers identify your organization.</p>	<p>Same day. You will receive DUNS number information online.</p>
2: Register With Central Contractor Registration	<p>Has my organization registered with the CCR?</p> <p>Ask the grant administrator, chief financial officer, or authorizing official of your organization if your organization has registered with the CCR.</p> <p>If your organization is not registered, you can apply online by going to http://www.ccr.gov. CCR has developed a handbook < http://www.bpn.gov/ccr/doc/UserAccount.pdf> to help you with the process. If AFTER having registered in CCR, you experience any registration problems, you can get help by going to the Federal Service Desk <https://www.fsd.gov>.</p> <p>When your organization registers with CCR, you must designate an E-Business Point of Contact (E-Biz POC). This person will identify a special password called an "M-PIN."</p>	<p>Registering with the CCR is required for organizations to use Grants.gov.</p>	<p>If your organization already has an Employer Identification Number (EIN) or Taxpayer Identification Number (TIN), then you should allow one – three business days to complete the entire CCR registration. The EIN and TIN will come from the Internal Revenue Service (IRS)</p> <p>If your organization does not have an EIN or TIN, then you should allow two to three weeks for obtaining the information from the IRS when requesting the EIN or TIN via phone or Internet. The additional number of days needed is a result of security information that needs to be mailed to the organization.</p>

Section VII. Other Information

√ Step	Actions to take	Purpose	Time required
2: continued	This M-PIN gives the E-Biz POC authority to designate which staff member(s) from your organization are allowed to submit applications electronically through Grants.gov. Staff members from your organization designated to submit applications are called Authorized Organization Representatives (AORs).		

***Note: Your organization needs to renew your CCR registration once a year. You will not be able to move on to Step 3 until you have renewed your CCR registration. This renewal may take up to 5 business days.**

3: Username and Password	<p>Have the AORs who officially submit applications on behalf of your organization completed their profile with Grants.gov to create their username and password?</p> <p>To create a username and password, AORs must complete their profile on Grants.gov. AORs will need to know the DUNS number of the organization for which they will be submitting applications to complete the process.</p> <p>After your organization registers with the CCR, AORs must wait one business day before they can complete a profile and create their usernames and passwords on Grants.gov.</p>	An AOR username and password serves as an "electronic signature" when submitting a Grants.gov application.	Same Day. After the AOR has completed their profile they will be prompted to create a username and password that will allow the user to login and check their approval status immediately.
4: AOR Authorization	<p>Has E-Biz POC approved AORs to submit applications on behalf of the organization?</p> <p>When an AOR registers with Grants.gov to submit applications on behalf of an organization, that organization's E-Biz POC will receive an email notification. The email the AOR submitted in the profile will be the email used when sending the automatic notification from Grants.gov to the E-Biz POC with the AOR copied on the correspondence.</p> <p>The E-Biz POC must then login to Grants.gov (using the organization's DUNS number for the username and the "M-PIN" password (obtained in Step 2) and approve the AOR, thereby giving him or her permission to submit applications.</p> <p>When an E-Biz POC approves an AOR, Grants.gov will send the AOR a confirmation email.</p>	Only the E-Biz POC can approve AORs. This allows the organization to authorize specific staff members or consultants/grant writers to submit grants. Only those who have been authorized by the E-Biz POC can submit applications on behalf of the organization.	This depends on how long it takes the E-Biz POC to login and approve the AOR, once the approval is completed the AOR can immediately submit an application.

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√	Step	Actions to take	Purpose	Time required
	5: Track AOR Status	What is your AOR status? AORs can also login to track their AOR status using their username and password (obtained in Step 3) to check if they have been approved by the E-Biz POC.	To verify that the organization's E-Biz POC has approved the AOR.	Logging in to check your AOR status is instantaneous. The approval process to become an AOR depends on how long it takes the E-Biz POC to login and approve the AOR.